



Chris Christie
Governor

Kim Guadagno
Lt. Governor

Allison Blake, PH.D., L.S.W
Commissioner

JOB VACANCY POSTING

POSTING #:	084-14	ISSUE DATE:	July 2, 2014
TITLE:	AREA DIRECTOR	CLOSING DATE:	July 16, 2014
LOCATION:	Department of Children and Families (DCF) Bergen/Hudson Area Office Gateway Plaza 2nd Floor 1 Harmon Meadow Blvd. Secaucus, NJ 07094 Morris/Sussex/Passaic Area Office Mack-Cali Corporate Center 201 Littleton Road, Lower Level Morris Plains, NJ 07950		
POSITIONS:	2		
DISTRIBUTION:	DEPARTMENT WIDE	SALARY:	Commensurate with education and experience.

SCOPE OF ELIGIBILITY: Open to employees of the Department of Children and Families as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

RESPONSIBILITIES

The Division of Child Protection and Permanency (CP&P) Area Director (AD) is the critical executive in the Area Office providing leadership to one Administrative Area Office and several Local Offices and is responsible for the management of the day to day operations as well as having direct input regarding practice, policy and administration. The Area Director is the face of the Department of Children and Families (DCF) in the community.

Under the direction of the DCF, Assistant Commissioner of Child Protection and Permanency, the Area Director is responsible for coordinating with all operational activities of the divisions of DCF: Family and Community Partnerships, Children System of Care, and Child Protection and Permanency, which provide a full range of locally based services for children and families.

The Area Director is responsible for improving the quality of case practice among staff and to ensure safety, permanency and child well-being for children and families known to Child Protection and Permanency. Additional responsibilities include providing strong and effective leadership that results in sound programmatic, administrative and fiscal policies and practice, while ensuring the delivery of integrated, quality, and consumer-friendly services.

This leader directs the management and administration of Local Office and Area Staff to ensure a proactive operation that complies with all division policies and with Federal and State statutes, and coordinates with Local Office Managers, staff, resources and the community to promote comprehensive county and community service delivery while establishing and maintaining cooperative partnerships with the courts other agencies and interested stakeholders in the Local and Area Offices.

REQUIREMENTS

EDUCATION: A Bachelor's degree from an accredited college or university is required. A Master's degree in social work or related field is preferred.

EXPERIENCE: At least eight (8) years of social service experience which should include substantive experience in the management and leadership of social service program, three (3) years of which must be in the title of Supervising Family Service Specialist 1 (or comparable title) or higher level title.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

Electronic Filing:

Forward a cover letter and resume electronically to:

Jennifer.Dowd@dcf.state.nj.us

Include the Job Posting # in the subject line of your email.

Alternate Filing:

If unable to file electronically, applicants may forward a cover letter and resume (including Job Posting #) to:

**Andrea Maxwell, Manager 1 Human Resources
Department of Children and Families
Office of Human Resources
P.O. Box 717
Trenton, NJ 08625**